

BRENTWOOD BOARD OF SELECTMEN
MINUTES OF 12/1/09 MEETING

Convened: 6:30 p.m.

Present: Jeffrey Bryan
Andrew Artimovich
Jane Byrne
David Menter
George Waldron

The Board met and reviewed payroll, accounts payable, and signed the register. The Board reviewed and signed the recreation manifest.

Jonathan Ellis was in to present the weekly Treasurer's report. Chairman Bryan signed Ellis' evaluation which he had reviewed last week. A copy of the evaluation will be placed in Ellis' personnel file and a copy will be given to Ellis.

The Selectmen reviewed the minutes of the 11/24/09 meeting. Artimovich made a motion, seconded by Waldron, to approve the minutes as written. All voted in favor.

The Board reviewed/signed the following:

- An email was sent from Matthew Low of Hoyle, Tanner regarding the status of the Crawley Falls Bridge easements. Nancy Mayville of the Dept. of Transportation needs to know if there is any chance we're going to meet the deadlines for the ARRA funding or if the funds should move on to another project. It is the Board's consensus that we will not be able to meet the deadlines and they would hate to see the money go unused; therefore, the DOT can go ahead and use the ARRA funds for another project.
- Stevens mentioned that she is working on getting all of our revolving accounts into our accounting system and in the process of entering police details has found that there outstanding bills from May for police detail work. She is recommending that we start charging interest on past due accounts and asked if she could work with Christine Belanger, the police secretary, to come up with a proposal to run by the Board. Bryan asked if the detail work is contractual – if there is any type of contract signed between the Police Dept and the company requesting the detail. Artimovich responded that there is not. Belanger recommends that she call other towns and see what they do. Belanger and Stevens can then work together to come up with a draft policy that will then get reviewed by Town Counsel. The Board agreed. Stevens also questioned what should be done with New England Dragway balances that result from them not paying their bills in full. It was agreed that we can discuss this with Joe Lombardo when he comes in to get his dragway permit signed.
- Yield tax assessment for Great Bay Investments was signed by the Board.
- Artimovich asked about some cutting being done on Lake Rd where it appears that there is a driveway going in. Stevens said she'll look into it.

Kathy St. Hilaire was in to discuss a change that needs to be made to the proposed Planning Board budget for 2010. The amount that had been submitted for Circuit Rider needs to be increased by \$970 to \$17,170. This now puts their budget \$970 over the

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2009 budget. Bryan asked if there is any way they can get it back to level funding. St. Hilaire said they have looked at that and do not feel they can realistically make any further reductions. Waldron asked if they gave any explanation as to why they went up. Byrne asked if the fee is based on hours. St. Hilaire responded that it is. John Kennedy, Planning Board member who was in attendance, explained that last year the Rockingham Planning Commission put an escalation clause in their contracts and that is where that raise comes in. Waldron made a motion, seconded by Artimovich, to reopen the Planning Board budget. All voted in favor. A motion was made by Bryan and seconded by Waldron to approve a revised Planning Board budget that includes the \$970 increase and totals \$82,968. Bryan, Artimovich, Waldron and Menter voted in favor, Byrne was opposed.

Virginia Knutson was in for a settlement meeting with the Board of Selectmen at the request of the NH Board of Tax and Land Appeals to see if an agreement can be made regarding an abatement of her 2008 property taxes. Jim Michaud, the Town's contracted assessor was also in attendance. Knutson explained that she did appeal to the NH BTLA after her abatement got denied by the Board of Selectmen. Knutson handed out an assessment history of her property since she purchased it in 2001. Michaud explained that the drastic increase that is shown in 2003 was due to a revaluation. Knutson also shared information regarding a larger home in a similar neighborhood that sold on October 19, 2009 for less than her assessed value. Michaud reminded all in attendance that the abatement in question is for the 2008 tax year and would be based on the appraisal as of 4/1/2008; therefore we want to be looking at sales within 6 months, maybe 1 year, of the appraisal date. The closer you get to the appraisal date, the more credibility there is. In addition Michaud pointed out that the Town's assessment ratio is 103.6 which brings Knutson's \$374,500 assessment to an applied market value of \$360,900. It is then up to the Town to prove that this is a reasonable value for that property as of 4/1/2008, and up to the property owner to prove that it is not. The best way to do this, Michaud explained is through an appraisal or comparables. Michaud said he did pull some comparables when he reviewed the abatement application but suggests that he pull some more. The Board asked Knutson what she feels her home is worth. Knutson responded that she feels the fair market value of her property is \$325,000. The Selectmen and Knutson agreed to have Michaud pull more comparables and review them at the January 5, 2010 meeting. Knutson questioned if an assessed value is agreed upon by all parties if that assessment would carry forward to 2009 so that she would not have to request another abatement. Michaud answered that as long as the Town hasn't gone through a revaluation and there hasn't been a change in the property value Knutson's appeal will carry forward. He did, however, recommend that Knutson verify that with the BTLA.

Al Belanger and Doug Finan were in to answer some questions regarding the proposed cemetery budget. Belanger handed out and read some notes related to the increase in the salary line in the 2010 cemetery budget. Waldron explained that the Selectmen's question was that the superintendent's hours have consistently run about 170 hours annually and in 2010 he is being budgeted for 240 and they wanted an explanation as to why. Waldron said it appears from Belanger's notes that they have been underreported in

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previous years. Belanger confirmed that. Finan continued that in the event that the superintendent retires, they want an actual accounting of his hours as the next individual to fill that position may not be willing to volunteer some of their time. Byrne asked for the detail on the Land Maintenance line. Belanger explained that it is for the improvement of the road, cement bricks to edge the pathways, flags, flowers, seeding, weed control, gravel, etc. Byrne questioned whether they could reduce this line by \$1,000. Waldron said he would not like to touch this line. Bryan asked if they foresee the superintendent's hours being increased again the following year. Finan responded that he does not believe there will be a dramatic increase next year. Artimovich made a motion to approve the cemetery budget as presented at \$8,301. Waldron seconded the motion; all voted in favor.

Wayne Robinson was in to report that he investigated the stuff that was at Ms. Noyes' property but did not go on her property. He said they could not see the televisions or computers that were reportedly there. Byrne said Ms. Noyes doesn't have any problem with them going on her property. Robinson said he will go back and ask her for her permission but she was not there today.

Phyllis Thompson was in with revised budgets for the Town Clerk's office and Tax Collector's. Thompson said was able to get the Town Clerk's budget below the 2009 amount and the Tax Collector to about a 1% increase. She said with this budget she is going to keep her hours. Artimovich made a motion to approve \$56,085 for Town Clerk and \$56,710 for Tax Collector. Waldron seconded the motion; all voted in favor.

Byrne suggested that the Board develop a policy for the maintenance of Class VI roads, which have also been voted as emergency fire lanes, that there is to be no maintenance done on them other than preparation for winter plowing. Robinson recommends we post Rowell Rd with an Emergency Lane posting. Waldron made a motion, seconded by Artimovich, to erect Emergency Lane signs on Rowell Rd. All voted in favor.

At 7:50 p.m. Byrne made a motion with a second by Artimovich to adjourn. All voted in favor.

Respectfully submitted,

Julie Stevens